

*Report 3*

**CONFIDENTIAL** 064

Assistant to DCI

NO CHANGE in Class. ☐

8 April 1955

☐ DECLASSIFIED

Director of Training

Class. CHANGED TO: TS S (C)

DDA Memo, 4 Apr 77

Auth: DDA RZG. 77/1763

Weekly Summary Report

Date: 31/01/78 By: 008

1. The Deputy Director of Naval Intelligence, Rear Admiral Robert W. Cavanaugh, together with six other ONI naval personnel, attended the Agency Induction Course on 24 March 1955. Admiral Cavanaugh expressed his appreciation for the opportunity to attend the discussion of the organization, mission and functions of the Agency.

2. The Intelligence School made its first presentation of the Office of Operations/Contact Division (OO/C) Refresher Course No. 1 on 28 March. Twenty field officers and four headquarters officers were enrolled in the course. The primary purpose of the course is to acquaint field personnel with recent developments in the organization and activities of the Agency and the intelligence community. It was established at the request of and in cooperation with the Contact Division. The course is designed to provide field officers with an opportunity to discuss mutual problems with representatives of offices who receive their reports and to gain an understanding of the uses being made of the information which they collect. The course runs for two full weeks. The last two hours of each day are reserved for conferences with headquarters personnel of the Contact Division.

3. During this period a total of 326 students are enrolled in internal language training programs, comprising classroom instruction and self-study. The Language Laboratory was used a total of 672 1/2 hours during the past week.

4. In order to evaluate the effectiveness of language, area and external training programs, the Office of Training has established a procedure whereby (a) every full-time student in the Washington area will be interviewed once every two months during training, (b) every full-time student will be interviewed at the conclusion of his program, and (c) every full-time area and/or language student will be interviewed six months after conclusion of the training.

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5. At the suggestion of the Chief, Planning & Program Coordination Staff, DD/P, the invitation to the Department of Defense for selected personnel to attend the Intelligence Products Exhibit on 12 April was directed to General Erskine in the Office of the Secretary of Defense.

6. In support of the training of a foreign intelligence service, 97 lesson plans have been reviewed by the Office of Training, processed through the CI Staff, and have been sent to the division concerned for dispatch to the field.

7. The Office of Training is exploring ways and means of providing support to its current training film project in view of the fact that the Department of the Air Force is now unable to fulfill previous agreements.

8. The Office of Training has learned informally that the Air Force is experiencing considerable difficulty in finding suitable candidates for training in clandestine operations. As of this date, no candidates have been found for enrollment in the special course of instruction which the Agency has agreed to offer the Air Force. It has been learned that the Air Force is making an extraordinary effort to recruit personnel for this training and one of the two project officers is now visiting the major commands in an attempt to find suitable candidates.

SIGNED

MATTHEW BAIRD

MB/lbc

cc: DD/P  
DD/I  
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